

### Minutes from Meeting on 12/12/07

**Meeting called to order:** 1:30 PM at the Judicial Building

**Persons in attendance:**

John Wolf ILOT	Dave Cook IPERS
Alison Radl DAS-ISO	Ruth Coleman DRF
Calvin Moore DAS-ISO	Cliff Fairchild IWD
Shane Ludwig IUB	Deb Castillo IVRS
Evelyn Halterman ILOT	Scott Miller LSA
Steve Mosen DHS	Debra Covington DOT
Chad Hall ITE	Greg Fay DAS-ISO
Diana Thompson IWD	Doug Douty JB

**Agenda**

**ISO – Enterprise Security Standard/Mobile Device Standard**  
**ISO – Policies/Standards; Removable Storage Policy/Data Classification/Laptop Encryption**  
**Overview of Intranet and ISO Internet Sites**  
**Executive IT Security Briefing**  
**Encrypted Email**

**Meeting Points**

**Enterprise Policies & Standards**

Two Enterprise Standards were passed around:

1. Revised Enterprise Information Security Standard
  - Roles/responsibilities will be in separate document
  - It was asked if there are guidelines on metrics – ISO said they would welcome any suggestions – please submit to Alison
  - It was stated that the metrics are more for the agencies than they are for being included in risk assessments
  - ISO encourages agencies to measure progress
  - The new version was designed to reduce redundancy that was in the older version
  - Then new version covers general items
  - **Please look through the updated standard and submit any comments/suggestions to Alison – preferably within the next 3-4 weeks**
2. New Mobile Device Security Standard
  - New standard for mobile devices such as Blackberries and smart phones
  - ISO started the standard with high standard elements – used the Department of Defense as guidelines – would like to keep most requirement but need feedback to get to the minimum requirements
  - ISO would like to know what mobile device each agency has and what risks they see with having these devices – who owns the devices (state owned or personal) – the ultimate goal the standard is trying to achieve is to protect data
  - **Please look through the new standard and submit any comments/suggestions to Alison – preferably with the next 3-4 weeks**

**ISO – Policies/Standards; Removable Storage Policy/Data Classification/Laptop Encryption**

- Data Classification – the data has been extended for compliance from July 1, 2007 to November 1, 2007. More agencies have been complying with the standard; some have done a more thorough job than others. Some agencies still have NOT submitted anything. The important thing is that agencies have looked at their data. Over the next year ISO would like help agencies and also make the responses more consistent. If you have not already done so please email your agency's status to [Greg.Fay@iowa.gov](mailto:Greg.Fay@iowa.gov)
- Laptop Encryption – on the TGB agenda. Most agencies have are working on complying with this standard but will probably not be completed by December 31, 2007. However some agencies have not even started with complying. Greg Fay is going to requesting that the TGB ask agencies for their current status of what's being done. The TGB is very interested in agencies complying with this standard.
- Removable Storage Encryption – some agencies want to use Win Magic so they are waiting to complete the laptops before moving on to the removable devices part. Should removable devices be required for all data and not just classified data? Should all USBs encrypt data? What are agencies doing to comply with this standard? Can something be done at an Enterprise level for a solution? Maybe something can be submitted for FY 2010 for a data modeling tool funded by pooled tech. Should the committee take on this project? Greg Fay is going to ask TGB to for a two month extension for compliance.

Administrative Rule of Policy Compliance is that the CIO can request extra time. The dates for compliance are on the intranet site with each policy/standard. If there has been a state wide extension granted, Greg Fay will send an email to the CIOs. Example – see the laptop encryption note was sent from Greg Fay on September 12, 2007. ISO suggests that a note be sent with the status of compliance with any of the standards.

**Overview of Intranet and ISO Internet Sites**

More information has been put on the site. Effort was made to make it more organized. Also included are training courses available. There is more on resources and training development.

ISO internal site - <http://intranet.iowa.gov/iso/index.html>

ISO external site - <http://secureonline.iowa.gov/>

**Please email a copy of your department's security policy to Alison ([alison.radl@iowa.gov](mailto:alison.radl@iowa.gov)).**

Here is the link where the new policies/standards are: .

[http://das.ite.iowa.gov/standards/enterprise\\_it/index.html](http://das.ite.iowa.gov/standards/enterprise_it/index.html)

**Executive IT Security Briefing project**

The storyboard is still being worked on however most of the content is completed. We ran into a little problem when we lost our video services resource. Luckily we hope that we have found someone to help us out, a meeting January 10, 2008 has been set up to meet with a video services person.

**Encrypted Email**

The question was brought up as to what, if any, plans for ITE hosted email to be encrypted. If you use SOPHOS there is an email encryption service available that works only if the place sending to/from uses TLS. It was suggested that the committee take on the project to explore the interest in email encryption.

**COOP/COG Training**

LDRPS training is available in January. Please contact Marianne Mickelson [marianne.mickelson@iowa.gov](mailto:marianne.mickelson@iowa.gov) if you are interested in attending the training.

**Meeting Adjourned:** 3:00 P.M.

**Next Meeting:** January 9, 2007 1:30 P.M. – 3:00 P.M.